

DATE: April 9, 2003

TO: Local Agency Formation Commission

FROM: Dana M. Smith, Executive Officer

SUBJECT: RFP for Fiscal Consulting Service

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EXECUTIVE OFFICER

Over the last ten years, LAFCO has consistently utilized several different public finance consultants to provide specialized analysis on a broad array of LAFCO issues, including fiscal impact reports related to city incorporations, city/island annexations, and special district consolidations.

Today most of LAFCO's more complex public policy issues require the preparation of some degree of expert fiscal analysis for the Commission's consideration. As the Commission delves further into the MSR Program and other projects with far-reaching public finance implications, I anticipate a consistent, on-going requirement for professional assistance in this arena for staff and the Commission.

I request that the Commission authorize me to solicit proposals from qualified public finance firms to provide consulting services to LAFCO. As part of the proposal process, I would additionally request that the Chair appoint an interview committee to review proposals, interview firms, and make recommendations to the full Commission.

Recommendation

Authorize the Executive Officer to request proposals for consulting services and direct the Chair to appoint an interview committee to evaluate and make recommendations to the full Commission.

I have prepared a draft RFP for your consideration.

Respectfully submitted,

Dana M. Smith
Executive Officer

Attachment